

**Kansas Department of Health and Environment
Board of Adult Care Home Administrators
Meeting of December 11, 2009**

The Board of Adult Care Home Administrators met Friday, December 11, 2009 at 1:00 p.m. in Classroom C of the Kansas National Education Association Building, 715 SW 10th, Topeka, Kansas.

Members Present

Amy Hoch Altwegg
Dawn Veh
Beth Bradrick
Wanda Bonnel

Staff Present

Steve Irwin
Marla Rhoden
Brenda Nesbitt Kroll

Others Present

Joseph Kroll, KDHE
Phyllis Kelly, KACE
Randy Langford, Hutch Good Samaritan
Randy Lamer, Smokey Hill Rehab
Nichole Potts, Brewster Place
Eric Huebert, Brewster Place
Maggie Rader, Ottawa Retirement
Village
Brent Kellenberger, Santa Marta

1. Call Meeting to Order

Chair Veh called the meeting of the Board of Adult Care Home Administrators (BACHA) to order at 1:03p.m.

2. Introductions/New Member

Chair Veh reported that the new consumer member, Belva Taylor, was unable to attend the meeting so introductions will take place at the next Board meeting.

3. Minutes of Meeting 09/11/2009

Chair Veh called for comments/corrections to the minutes of the September 11, 2009 meeting of the Board of Adult Care Home Administrators.

ACTION: Amy Hoch Altwegg moved the minutes of the 09/11/2009 meeting of BACHA be approved as presented. The motion was seconded by Wanda Bonnel and carried.

4. Report from CIC

Ms. Hoch Altwegg reported that four cases were discussed. One was a carry over item in which the respondent was asked to provide certain paperwork. The CIC determined the material submitted was insufficient and requested additional information from the respondent.

The other three cases are related to one incident and were all tabled so additional investigation can occur.

5. **Reports**

A. NAB Test Results

Brenda Nesbitt Kroll provided copies and an overview of the NAB test results report for the third quarter of 2009. A total of 7 candidates tested with three passing for a pass rate of 42.85%.

Ms. Nesbitt Kroll also provided copies of a summary of the first, second and third quarter test results which listed the test score and number of times the candidate tested.

B. Temporary License Report

Ms. Nesbitt Kroll explained that the temporary license report for this quarter was not available.

6. **Update**

Success Rate for Iowa Online Test Prep Course

Ms. Nesbitt Kroll noted that the Board has requested information about the success rate of this program. A response from the class instructor is expected soon at which time Ms. Nesbitt Kroll will forward the information via email.

7. **NAB Test Applicant - Candidate who failed test five times.**

Ms. Nesbitt Kroll summarized the details of a candidate who was approved for retesting at the September 11, 2009 Board meeting. The candidate retested and failed that attempt. The Board was asked if the candidate could retest without filing another formal plan. The Board was also asked for direction in regard to whether candidates should make a Board request for each time they fail after their third test or whether the Board would prefer to approve the candidate for subsequent tests.

ACTION: Wanda Bonnel moved the candidate be allowed to retest with continued active preparation. Ms. Hoch Altwegg seconded the motion which carried.

The Board directed staff to continue the process of bringing each request for retesting to the Board rather than the Board approving candidates for subsequent tests.

8. **Letters of Exemplary Performance and Zero Deficiency Letters**

Ms. Rhoden read excerpts from five zero deficiency letters awarded to: Teresa Hook, The Homestead of Olathe North, Olathe, Kansas; Travis Renfro, Trinity Nursing and Rehabilitation Center, Inc., Merriam, Kansas; Susan Bullock, the Homestead of Topeka, Topeka, Kansas; Steven Dawson, Carriage House of Greensburg, Greensburg, Kansas and Teresa Achilles, Cheney Golden Age Home, Cheney, Kansas. Teresa Achilles also received a letter of Exemplary Performance.

9. Other Business

◆Ms. Nesbitt Kroll reported receiving feedback via phone call from an individual licensed in Missouri who applied for reciprocal Kansas licensure. The candidate noted that when they first heard about the Kansas open-book test they didn't think it could mean much. However, once they received and completed the test they really appreciated the process noting that they learned how to utilize Kansas regulations to solve problems, how surveyors cite regulations and how to go back to find references, learned the importance of "may"/"shall", etc. and how that impacts the meaning of the regulations. The caller closed by thanking staff for the experience.

◆Ms. Nesbitt Kroll also noted an article about a Kansas administrator with an expired license who recently plead guilty to exploiting a person in their care. The Board members noted that if the person applied for reinstatement in the future a routine KBI check would be completed which should bring to light this conviction. At that time the Board would be asked to consider whether or not the previous conviction impacts their eligibility to reinstate their Kansas license.

10. Public Comment

◆Phyllis Kelly, KACE introduced five AITs that were in attendance at the Board meeting as part of experiencing their "Day in Topeka." This was the second scheduled "Day in Topeka" which allows AITs to meet those important to their role as administrator and to experience the CIC and BACHA meetings.

The Board of Adult Care Home Administrator meetings for 2010 were scheduled as follows:

Friday, March 12, 2010

Friday, June 11, 2010

September 10, 2010

December 10, 2010

All meetings will begin at 1:00 p.m.

Adjourn

The meeting adjourned at 1:32 p.m.